



# FAQ

## Testifying to Completion of Continuing Education

### When is it ok to check the box that says I have met the continuing education requirements for renewal of my license?

When you renew your license you are asked to testify you have completed any continuing education required for renewal of your registration. By checking the box testifying that you have fulfilled the continuing education requirements for renewal of registration you are testifying you have done so at the time you check the box.

A paper application testifying statement looks like this:

TESTIFYING STATEMENT OF CONTINUING EDUCATION	
<input type="checkbox"/>	I have fulfilled the continuing education requirements for renewal of registration. I agree to retain the required written evidence regarding the continuing education for two years and provide it to the Minnesota Board of Nursing in the event I am audited. By checking this box I testify I have fulfilled the continuing education requirements for renewal of registration.
<input type="checkbox"/>	I choose to defer _____ hours of continuing education until my next registration renewal. I understand if I defer hours, it means I have an insufficient number of contact hours for this renewal. I understand I may not use this option if I must report deferred contact hours for this registration renewal.

An online testifying statement looks like this:

Continuing Education (select one of the following):
<input type="radio"/> <i>I have fulfilled the continuing education requirements for renewal of registration. I agree to retain the required written information regarding the continuing education for two years and provide it to the Board of Nursing in the event I am audited.</i>
<input type="radio"/> <i>I wish to defer some or all of continuing education until my next registration renewal period.</i>

If you have not completed the continuing education requirements for your renewal at the time of renewal, you may not check the box testifying completion of continuing education. You are not testifying that you *will* meet the continuing education requirements by the time your registration is set to expire; you are testifying that you *have* met the continuing education requirements at the time you check the box.

For example: Your current registration period is April 1, 2011 to March 30, 2013. You complete your renewal application on February 1, 2013 and you have not completed all of your continuing education for renewal but you are registered for an online continuing education course that you will complete by March 15, 2013. Because you have not completed your continuing education requirements by the time you renew on February 1, 2013, you may not check the box that states you have fulfilled the continuing education requirements for renewal of registration. You must choose to defer some or all of your continuing education or wait until you have completed the requirements on March 15, 2013 before you may check the box that states you have fulfilled the continuing education requirements for renewal of registration.

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